



**SCOTTSDALE PUBLIC LIBRARY BOARD  
MEETING MINUTES  
Civic Center Library Board Room  
December 20, 2006 - 3:30 p.m.**

**Members Present:** Judy Lewis, Secretary  
Paul Lison  
Karen Quinn  
Nancy Walker

**Members Absent:** Camille Schmidt, Chair  
Denise Dowers, Vice Chair  
Linda Tardie

**Staff Present:** Rita Hamilton, Library Director  
Carol Damaso, Public Services Manager  
Mary Johnson, Library Operations Manager  
Kathy Coster, Manager for Innovation  
Cheryl Thomsen, Library Administrative Coordinator  
Shelley Grebles, Staff Development/Technology Learning  
Coordinator  
Mary Warner, Administrative Secretary

**CALL TO ORDER**

Mrs. Lewis called the meeting to order at 3:30 p.m.

**APPROVAL OF MINUTES**

Mrs. Lewis called for a motion to approve the minutes of the November 15, 2006 meeting. Mrs. Walker so moved; Mr. Lison seconded, and the motion passed 4-0.

**LIBRARY STAFF REPORTS OF CURRENT EVENTS (A.R.S. 38-431.02 (K))**  
***Monthly Statistical Report – Cheryl Thomsen***

	<u>November 2005</u>	<u>November 2006</u>	<u>% Change</u>
Items Circulated	172,533	191,693	+11%
YTD Circulation	906,605	990,081	+9%
Attendance	117,858	123,410	+5%
YTD Attendance	564,093	574,947	+2%
Teen Center Attendance		7,457	

The Gift & Memorial Trust Account received \$155 in November; expenses were \$103.60. In the Library Book Sale Special Revenue Account, November income from sales was \$16,521.00 and expenditures were \$15,216.28.

In November 2006, volunteers donated 2,977 hours to the Library, and the public access computers were used 37,526 times.

***Library Director's Report – Rita Hamilton***

Ms. Hamilton reported that the Friends of the Library received a \$9,675 grant from the Pendleton Foundation for the Book Buddies program. It will enable us to buy books for grade school children who attend the author program.

Ms. Hamilton updated the Board on the request to City Council for additional money for the Appaloosa Library project. She reported that at the December 11 City Council meeting, the Council considered the proposal to redistribute \$2 million of Bond 2000 interest funds for books for the Appaloosa Library project. After much discussion of several Bond 2000 Parks projects and the Library books proposal, Council approved dedicating \$1.5 million from the bond interest for the books, and discussed identifying another source for the remaining \$500,000. This allows the construction project to move forward. The architects contract will go to City Council for approval on January 16, and then the Appaloosa Library design phase will begin.

Ms. Hamilton reported that the library managers took a tour of five Valley libraries with the Appaloosa Library project architects to evaluate library design features. There will also be an opportunity for public input in the design of the library.

Ms. Hamilton reported that the Arabian Library project is on budget and on schedule.

Ms. Hamilton said that the Civic Center Library will host a children's traveling exhibit called *Your House, My House*, created by the Children's Museum of Memphis, from February 2 through April 14 in the Civic Center Library Community Room. It explores

houses throughout the world and will feature homes from Mongolia, Fiji and Malaysia. It comes with curriculum materials for teachers, and children will be able to design houses on computers and build their own model homes. The exhibit ties in with the children's book *This Is My House*, and we are arranging for an appearance by the author.

***How'd We Do? Report – Rita Hamilton***

Ms. Hamilton observed that most of the customer comments were favorable and the community continues to enjoy using the library

***Library Services Highlight – Library Website Navigation and Staff Development – Shelley Grebles***

Mrs. Grebles demonstrated how to navigate the Library's website to register for library programs, do a preferred catalog search and activate the reading history feature. She said that when updating information in My Account, look for a final button to activate the changes you have entered.

Mrs. Grebles also reviewed her activities with the staff development program and said the library staff is focused on continued training to provide customer centered service. Training for staff and volunteers is centered on service from the customer point of view.

**ITEMS REQUIRING BOARD ACTION**

***Expenditures***

**December 2006**

Adult Programming	\$ 3,200
Traveling Exhibit – <i>Your House – My House</i>	5,000
Matchmaker Implementation	<u>1,000</u>
<b>Total</b>	<b>\$ 9,200</b>

After discussion, Mrs. Lewis called for a motion to approve the December 2006 proposed expenditures. Ms. Quinn so moved; Mrs. Walker seconded, and the motion passed 4-0.

***Nominating Committee Presents Slate of Officers -***

Mrs. Walker said that she and Mrs. Lewis, as the ad hoc Nominating Committee, propose the following slate of officers to serve on the Library Advisory Board in 2007:

Chairman:	Ms. Karen Quinn
Vice Chairman:	Mr. Paul Lison
Secretary:	Ms. Denise Dowers

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Mrs. Walker said all nominees had accepted their nominations, and the vote will take place at the January 2007 meeting.

Mrs. Lewis called for a motion to approve the nominations. Mrs. Walker so moved, Mrs. Lewis seconded and the motion carried 4-0.

**INFORMATIONAL ITEMS**

***Announcements/Issues for Future Discussion***

None.

***Open Call to the Public (ARS38-431.02)***

None.

With no further business to discuss, Mrs. Lewis called for a motion to adjourn. Mrs. Walker so moved; Mr. Lison seconded, and the meeting was adjourned at 4:28 p.m.

Respectfully submitted,

Mary Warner, Administrative Secretary